

**WESTERN CONNECTICUT STATE UNIVERSITY
JOB OPPORTUNITY
CUSTODIAN**

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public

Location: Danbury, Connecticut

Job Posting #: 056293

Hours: Monday through Thursday 4:00 p.m. to 12:00 Midnight & Friday 2:00 p.m. to 10:00 p.m.

Salary: Annual: \$28,704; Hourly: \$14.67

Closing Date: Friday, January 20, 2012

Eligibility Requirement: Performs custodial tasks and maintenance of areas such as dormitories, classrooms, offices, auditoriums, kitchens, dining rooms and lavatories including outdoor areas (i.e. trash around buildings); dusts, mops, sweeps, scrubs, strips, waxes and polishes floors using appropriate equipment such as floor polishers and buffers; washes, dusts and polishes glass including windows, woodwork, walls, furniture and metal equipment; sweeps walks; collects and disposes of trash; reports needs for repairs; performs minor maintenance; runs errands; inspects buildings for damage and reports conditions to supervisor; may change light bulbs and replace fuses; may lubricate or tighten door hinges, drawers, cabinets, etc.; may replace ceiling or floor tiles; may remove snow and ice from stairways and walkways around buildings; may sand and salt stairways and walkways; may move furniture and/or set-up classrooms; performs related duties as required. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer.

Supervision Received: Initially works under the close supervision of a Lead Custodian, Supervising Custodian or an employee of higher grade; works more independently with acquired experience.

Knowledge, Skills and Abilities: Some interpersonal skills; some oral and written communication skills; ability to follow oral and written instructions; ability to operate, care for and perform minor maintenance on tools and equipment used in daily work; some ability in simple record keeping.

General Experience: Any experience and training which would provide the knowledge, skills and abilities listed above.

Special Experience: Incumbents in this class may be required to possess appropriate current licenses or permits.

Physical Requirement: Must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the job duties. Must satisfactorily pass a pre-employment drug screen and medical exam as well as a thorough criminal background check.

Working Conditions: Incumbents in this class may be required to lift moderate to heavy weights and may be exposed to risk of injury from equipment. Mandatory overtime will be required during snow storms and other emergency situations.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a WCSU Application of Employment. Applications may be picked up at the below address or downloaded from the following website link: http://www.wcsu.edu/hr/forms/EmploymentForms/WCSU_Employment_Application.pdf. Completed applications should be sent to:

**Western Connecticut State University
University Hall, Room 115
Human Resources Department
Attn. Peggy Boyle, Associate in Human Resources
181 White Street
Danbury, Connecticut 06810
Fax: 203-837-8613
E-mail: boylep@wcsu.edu**

In accordance with CSU System policy, all candidates for employment at Western Connecticut State University are subject to a pre-employment background investigation, including criminal background check, federal sanctions, and reference checks. Selection for employment is contingent upon satisfactory completion of the background investigation.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.